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Contact Us

registrar@ucsd.edu
egrades@ucsd.edu

Office of the Registrar Newsletter

December 2013

News and Updates

Winter Quarter 2014 Registration:

The deadline to pay fees was December 18, 2013.

E-bill notices were sent to students on December 3, 2013. A fee reminder email was sent to all students regarding the deadline on December 10, 2013. Students whose registration fees are not paid by December 18th at 11:59 p.m. will be dropped from classes and wait lists on January 6, 2014. An email notification will go out on January 7, 2014, notifying students that they have been cancelled from their classes and wait lists due to non-payment of mandatory registration fee. We are asking everyone to reinforce this important date to ensure as few cancellations as possible. Visit the Registrar’s Office homepage for details!

Preauthorization for Post-Grading Prerequisite Enforcement (PGPE):

As a reminder, students must be preauthorized for a course in order for the PGPE program to bypass them if they have not fulfilled the required prerequisites. Students will be dropped from Winter Quarter 2014 courses on January 10, 2014, if they have not been preauthorized to bypass the required prerequisites.

eTranscripts:

Electronic transcripts (PDF format) are now available for students!

- Transcripts are $15 per copy, plus an additional $2.75 processing fee per copy.
- Students can order an official, certified PDF of their transcript. Orders are processed during the same business day.
- This is the fastest, most secure, and environmentally friendly method to request a transcript via TritonLink.
- Students who graduated prior to 1991 no longer have access to their online academic history and therefore need to order official transcripts.
- For students who do not have their PID and/or PAC:
  - Follow UC San Diego’s login information request procedure OR
  - Create an account with Parchment, UC San Diego’s transcript vendor, prior to placing the order:
    - Parchment Transcript Self Registration
    - Use the link above the click “Create Account“ to begin the process
NOTE: For students who self-register with Parchment, the information you provide must be validated before the transcript order can be processed. [https://students.ucsd.edu/academics/exams-grades-transcripts/transcripts-verifyments/request-a-transcript.html](https://students.ucsd.edu/academics/exams-grades-transcripts/transcripts-verifyments/request-a-transcript.html)

**eGrades:**

eGrades opened on December 9, 2013 for the submission of grades for Fall 2013. See the [eGrades Blink page](https://students.ucsd.edu/academics/exams-grades-transcripts/transcripts-verifyments/request-a-transcript.html) for more information. Grades must be submitted by 11:59 p.m. (PDT) on Tuesday, December 17th. December 18th is the Black Out/Dead Day and on December 19th eGrades reopens for grade changes.

**Important Dates & Deadlines Winter 2014:**

December 18, 2013 – Registration fee payment deadline

January 6, 2014 – Students dropped from classes and wait lists for not paying mandatory registration fees

January 6, 2014 – Instruction begins

January 16, 2014 – Automatic wait lists end for Winter Quarter

January 17, 2014 – Deadline to add using WebReg

January 31, 2014 – Deadline to drop without a W

For a complete list of deadlines, please visit the [2013-2014 Enrollment and Registration Calendar](https://students.ucsd.edu/academics/exams-grades-transcripts/transcripts-verifyments/request-a-transcript.html). Please contact us with any further questions. Please make special note of withdrawal deadlines and the refund schedule and inform students of these dates. Refunds are based only upon the date of withdrawal. Failure to attend class for Winter Quarter is not a basis for refund.

**Registrar’s Staff Announcements:**

**Luis Factora** accepted the position of Assistant Residence Deputy effective December 2, 2013. He has been in our Transcripts and Verification area since January 2013 and brings 8 years of experience working for UC in student services. Previously he worked at UC Irvine prior to his transfer to UC San Diego.

**Stephanie Lee** accepted the position of Assistant Residence Deputy effective December 2, 2013. She brings 3½ years of experience working at The Art Institute of California - San Diego as the Associate Registrar managing all aspects of student academic records, auditing student progress, analyzing trends, communicates daily with students and faculty.